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Subject: Procedure for Initial Selection of Candidates for Positions as Trainees

The purpose of this procedure is to insure successful selection of trainees.

- 1. Applicants will be interviewed initially by
  who will make a factual summary of the applicant's history, and either
  send the applicant to Alcott Hall for testing, or consult a senior
  member of the staff to determine whether he should be considered at
  all or sent back to Personnel.
- 2. Applicants will be tested in Alcott Hall by the Chief, Testing and Evaluation, as follows:

logical reasoning test

Miller analogies or Hemman Welson

Word meaning

Basic numbers (if the score of any of above is mediocre)

Mographic questionnaire

Written interview

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A score of poor on any of these will disqualify an applicant.

A score of medicare may be balanced by a score of excellent on another of these tests. Results will be sent to the score of excellent on another interviews.

3. Applicants whose scores meet these standards interviewed by two or more of the following:

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Celonel Baird (all draft eligibles)

In cases of disagreement, this group may meet as a board.

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